



# BOARD OF LIBRARY COMMISSIONERS

## Meeting Minutes

WEDNESDAY, April 5, 2023

SULLIVAN COMMISSION ROOM, 12:30 PM

San Diego Central Library @ Joan A Irwin Jacobs Common  
330 Park Blvd., San Diego, CA 92101

### Attendance

#### Commissioners:

Present: Wendy Urushima-Conn, Elizabeth Hansen, Sarah Moga-Aleman, Dr. Wendy Ranck-Buhr, Linda Sotelo,

**Absent:** Shawna Hook-Held, Ben Moraga

**Staff:** Misty Jones – Director, Jennifer Jenkins - Deputy Director, Bob Cronk - Deputy Director, Raul Gudino - Deputy Director, Ady Huertas - Program Manager, Tricia Nool - Executive Assistant

**Library Foundation:** Patrick Stewart, CEO

**Friends of the Library:** Ann McDonald, President

**Presenters:** Jaqueline Aguilar, Francesca de Vera - Staff

**Public:** Joe Miesner

#### **Item 1: Call to Order**

Meeting was called to order by Commissioner Urushima-Conn at 12:35 pm. Their last meeting was on March 1, 2023.

#### **Item 2: Approval of Minutes**

The March 1, 2023 minutes was approved unanimously

#### **Item 3: Requests for Continuance**

#### **Item 4: Non-Agenda Public Comment**

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**Item 5: Friends of the Library Report**

Ann McDonald, President, Friends of the San Diego Public Library

Our April Board and President's Council meetings will be held on Saturday, April 22, at the Serra Mesa/Kearny Mesa Library instead of April 8, our usual meeting date. It will be a hybrid meeting, but we are hoping for a good in-person turnout.

Both our March online and in-person sales were successful. Patrons are pleased with the quality and the quantity of our offerings.

The Kensington/Normal Heights chapter will have its essay awards program in April. It is continuing the formerly city-wide essay contest, begun when Jack Winer was FSDPL President, that the Friends sponsored for 20 years.

Activities and programs at the branches are increasing, especially as staff vacancies are able to be filled.

We are looking forward to the day that Sunday hours will be reinstated at various libraries.

Several of our members are planning to attend the Service with a Purpose Conference on Tuesday, May 23, in Ontario with support from the Friends and the Library Foundation SD.

Applications for the McAllister Education Scholarship Application - 2023 are now available. The Friends of the San Diego Public Library (FSDPL) established the John McAllister Memorial Library Scholarships in 2012. John McAllister believed, and the FSDPL continues to believe, that library staff are the backbone of a successful San Diego Public Library System. In support of that belief, funds toward the completion of a Certificate or Degree in Library Science are available to full-time or part-time San Diego Public Library employees. Certificate or Degree scholarships may be applied towards registration fees, tuition, books, or other related school expenses. For 2023, we are awarding up to \$3,000 in scholarships. Applications are due on April 15.

We continue to be concerned that the city has not secured a permanent parking solution for the College/Rolando Library. An easement guaranteeing parking and equitable access for library patrons is necessary.

Our 2023 Annual Meeting will be on Saturday, June 10, at 9:30 AM at the Shiley Suite on the 9th floor of the Central Library. New officers and board members will be elected, and chapter volunteers will be recognized.

**Item 6: Library Foundation Report**

Patrick Stewart, CEO

Patrick thanked everyone for all the support for the 20<sup>th</sup> Anniversary event recognizing Katie Sullivan inaugural Jim Dawe champion of the year award.

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The engagement sessions are done, and we'll be moving to our next phase.

Advocacy – The big part of our Library's Transform SD Coalition really steps up the afternoon of April 14 of this year. We do recognize that it will be a challenging budget year. Our advocacy committee meeting is scheduled for April 18<sup>th</sup> so we can talk about the mayor's budget, talk about the priorities Misty will be bring forth and strategies that we're going to achieve.

Library Week – April 23-29, 2023. Also, that weekend is Book Crawl. It's a chance to visit all 11 independent bookstores, the Library Shop is one.

Scheduled a meeting with the donors for the Ocean Beach Library branch this Friday.

**Item 7: Consent Agenda**

- a. Report on Library Construction Projects – Engineering and Capital Projects, Public Works Deputy Director Report

**The Pacific Highlands Ranch Branch Library:**

The new library building's construction is ongoing, and the bi-weekly progress meetings are being held on time. The main building's steel & wood skeleton framing installation is almost complete, the walls are being closed with shear panels, rough electrical, mechanical, and plumbing installation are ongoing, and the site work installation is being prepared. Site visits can be scheduled upon request, they need to be coordinated with the General Contractor, through the Resident CM and the PM Engineers team.

**The Scripps Miramar Ranch Library Parking Lot Expansion:**

The contract due date was 3/15/2023, it came at \$6.9 million, that was significantly over the City's estimated and available budget, funds were identified, and the bid will move forward, towards the contract's award.

**Ocean Beach Branch Library:** AEP's design section is awaiting comments from Development Services for the Coastal Development Permit and CEQA Mitigated Negative Declaration (MND) process, these processes are ongoing and will be done by Winter 2024. We are currently in the process of awarding the electrical and mechanical consultants to work with Architectural, Structural and Civil designers to finalize the bridging documents. The bridging documents are scheduled to be completed in Winter 2024. Awarding design-build contractor and consultant process will begin Winter 2024.

**Oak Park Branch Library:** The new Oak Park Library project provides for the design and construction of a 20,000 sq. Ft. Library with a 10,000 sq. Ft. Sorting facility. Design build teams have been shortlisted and additional geotechnical studies are ongoing for the upper portion of the lot per communities' request. In addition, PM team is working on the request for proposal (RFP) package to initiate the bid and award process which is expected to be completed by Fall 2023. Library Department is diligently working with mayor's office to find the \$12M funding gap.

**Old Logan Heights Library Building:** The Old Logan Heights Library building is located at 811 S. 28th Street and it is currently vacant. The project will rehabilitate the building and will provide a shell ready building for future use. The PM team assisted with a number of community meetings to help identify the future use of the building. Survey results indicate that desired use is a multiuse for a youth center, museum/cultural archive and computer tech lab. The rehabilitation of the building is ongoing, the building is being analyzed to identify repair needs. The preliminary assessment

b. Update from the Library Director

**Hiring-** The City held a job fair at Balboa Park on March 22. It was incredibly well attended. We conducted on the spot interviews for Library Assistant I positions and interviewed 209 candidates. We made offers for the 44 vacant positions and were able to fill all of them and have many highly qualified candidates that we did not have positions for. However, we are able to use this process for six months so will be able to backfill future vacancies.

**Library Masterplan-** We held the Central listening session on March 21, so we are completely done and have submitted all of the feedback to Group 4. The next steps will be to brief our stakeholders of the findings. We anticipate bringing the draft plan to the Commission this summer.

**Reopening-** The goal is to reopen all 14 Sunday locations on April 16. The hours will be 1pm-5pm.

**Security-** Raul and I will be attending a Public Library Safety Summit at the Columbus Metropolitan Library at the end of April. This will provide an opportunity to discuss safety concerns and best practices with other public library representatives across the nation.

**Other-** I previously reported on a new service that we would be piloting at the College Rolando branch called open+. This service allows patrons to access the building after regular hours for limited services. We have decided to slowly implement this in order to assess impact so we will be starting with only allowing holds pick up. We will assess the service quarterly to determine if and how we expand any services.

**Item 8: Agenda Items**

- a. Budget – Misty Jones gave an update to the Commissioners.  
Budget will be tough for the next 2-3 years. We didn't get any adds of extra things we asked for. The things we are getting are contractual. Addition in Security cost, janitorial services, Program Coordinator to assist with Special Events and new position for Pacific Highlands branch which will open on Fiscal Year 2024-25.
- b. Program Spotlight – Sustainability Programming Presentation by Jaqueline Aguilar and Francesca de Vera  
The San Diego Public Library is presenting a series of sustainability programs for all ages that aim to bring awareness to climate change. Through inclusive learning opportunities, the library aims to provide meaningful spaces and resources for our communities to become more climate resilient.

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**Item 9: Commissioner Comment**

**Item 10: Other Business**

The next Board of Library Commissioners meeting will take place on May 3, 2023 at 12:30 PM at Central Library, 9<sup>th</sup> Floor, Sullivan Commission Room

**Item 11: Adjournment**

Commissioner Wendy Urushima-Conn adjourned the meeting at 1:35 PM